



2012 Grant Application Guidelines for Innovation Awards

In this packet you will find:

- General and Submission Information
- Grant Deadlines
- Application Outline and Format

Please note:

Applications will be accepted for

- Projects with an approved 2012 Letter of Intent (LOI)

OR

- Projects requesting renewal of funding

Alex's Lemonade Stand Foundation
333 E. Lancaster Avenue, #414 ~ Wynnewood, PA 19096
Ph. (610) 649-3034 or (866) 333-1213 ~ Fax (610) 649-3038
www.ALSFgrants.org

Grants Associate: Kay Schaul
Grants@AlexsLemonade.org

Innovation Awards

Alex's Lemonade Stand Foundation Grant Program is committed to eradicating childhood cancer through basic research, career development and helping to streamline translational clinical research.

In order to submit an Innovation Award application, a 2012 Letter of Intent (LOI) must have been approved. The only exception is renewal applications which do not need a LOI.

Submission Process:

All requests must be submitted using ALSF's online application process. Applicants can sign in or request a password reminder by visiting the Guidelines and Submission page of www.ALSFgrants.org. Once you have signed in you may:

- Fill out a grant application
 - o Part 1 – Complete online form
 - o Part 2 – Upload application as a single PDF document that is not more than 10 megabytes in size– see format guidelines on following pages
- Save your application and return at a later time to continue working or submit
- Copy and paste information from another document into the form

**Please note: all formatting for the Layman's Summary will be done automatically. Greek symbols will not be recognized by the system.

Review Process

- Proposals must fall within the scope of Alex's Lemonade Stand Foundation in order to be considered.
- Grants will be reviewed by an independent panel of experts according to the NIH recognized peer-review process and overseen by ALSF's Scientific Advisory Board.
- Funds will be granted to nonprofit institutions or organizations operating in the U. S. or Canada. Researchers need not be United States citizens.

Budget

A maximum of \$100,000 in total costs will be awarded to individual applicants annually. A detailed budget and justification is required using the form provided on the ALSF website. A maximum of two years of funding may be requested. Funds from ALSF may not be used for indirect costs.

Progress

- Continued support for a second year of funding is contingent upon a non-competitive review and demonstration of satisfactory completion of proposed research objectives and appropriate budget expenditures.
- A final report is required at the conclusion of funding.

2012 Grant Cycle Dates

Application Due Date	March 1, 2012 (11:59 pm ET)
Award Notification Date	Early May 2012
Project Start Date	July 2, 2012
Progress Report	June 17, 2013 (with financials ending 5/31/13)
Final Report	July 15, 2014* (with final financials ending 6/30/14)

***Renewal Applications**

Innovation Awards may apply for an additional one year of funding through the regular grant submission and competitive review process. LOI is not needed for renewal applications. See the Renewal section of the Application Guidelines for more details.

If you have any questions about your grant application and submission, please contact Kay Schaul at (610) 649-3034 or Grants@AlexsLemonade.org.

Grant Application Guidelines

Part I: Online Form

In the respective sections, enter request amount, payable information as well as a 250 word summary of the research project in layman's terms. You will be asked to release this summary for use at ALSF's discretion should the proposal be funded. You may copy and paste information from other documents into these sections.

Part II: Application Outline

- All sections described below should be combined into one PDF (max. 10 MB) and uploaded to the ALSF online form.
- All templates mentioned can be found on the Grants Guidelines and Submission page of www.ALSFgrants.org.
- All pages of the application should be numbered and the name of the principal investigator should appear in the upper right-hand corner of each page.
- Please follow NIH format guidelines: Use Arial, Helvetica, Palatino Linotype or Georgia font type with a font size of 11 points or larger and a minimum of half inch margins.
- The order of the application should be as follows, adhering to the maximum number of pages allowed for each subsection indicated in parentheses.

A. Cover Page (1 page)

Use the document provided on the ALSF website (www.ALSFGrants.org).

B. Table of Contents (1 page)

Please provide a Table of Contents with page numbers to the corresponding sections.

C. Project Information

a. Scientific Abstract (Half page)

Please include a summary of the research objectives and rationale.

b. Impact Statement (Half page)

How will this project lead to new or improved treatments or impact pediatric cancer patients?

c. Innovation Statement (2 sentences)

State how this project is a novel approach to childhood cancer research.

d. Budget/Justification (3 pages)

Use the ALSF Grant Budget template on the ALSF website. ALSF adheres to the NIH Salary Cap guidelines of \$199,700 plus fringe. No indirect costs will be paid. The signature from an institutional representative on the cover page of this grant application specifically acknowledges and accepts this provision.

e. Biographical Sketch (4 pages per biosketch)

Use the PHS 398 four page biographical sketch format for the principal investigator and any key personnel.

f. Project Details

i. Specific Aims (1 page)

List the goals, long-term objectives and what the specific research proposed in this application is intended to accomplish. State the hypotheses to be tested and relevance to pediatric cancer research.

ii. Background and Significance (1 page)

Briefly describe the relevant background for the current research plan. State the significance and importance of your proposed project with respect to pediatric cancer research by relating the specific aims to the goals and long-term objectives.

iii. Preliminary Studies (2 pages- Optional)

Provide an account of the PI's preliminary studies pertinent to the application.

iv. Experimental Approach and Research Design (4 pages)

Describe the experimental approach to the research question. Emphasize innovation and describe how the research will be realistically accomplished within the proposed funding period. A time line is highly encouraged. Special review emphasis will be placed on the investigators anticipation of potential problems and plans to address these issues.

v. Human Subjects (Half page)

Include the IRB approval letter. If the letter is not applicable, please include a note in this section. If the letter is pending, any funds awarded will be held until the letter is received.

vi. Vertebrate Animals (Half page)

Include the IACUC approval letter. If the letter is not applicable, please include a note in this section. If the letter is pending, any funds awarded will be held until the letter is received.

vii. Literature Cited

A maximum of 30 references are allowed. Please use A.P.A. format.

viii. Collaborators and/or Consultants

Include any appropriate letters from all individuals confirming their roles in the project.

ix. Resubmissions (1 page)

If this proposal was submitted to ALSF previously and did not receive funding, please describe any changes in the application (i.e., respond to the reviewer's critique in terms of changes in experimental design or new data).

x. Renewal (1 page)

The purpose of a renewal is to extend the original proposal based on progress made during the funded period. If this proposal was submitted previously and received funding, please highlight progress that has been made using ALSF funds. One year of additional funding up to \$100,000 may be requested.

D. Appendix

A brief appendix is allowed for Innovation Awards.

- Appendices should be included only if they are essential to the understanding of the application and are limited to one accepted but not yet published manuscript or two pages of additional information. Additional information can include a summary of the protocol, the approval number (or CTEP number) if applicable and supplementary figures.
- Excessive appendices will result in the application being rejected.